

PHAPlans

5YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear2002

WELLSTONHOUSINGAUTHORITY

MARCH,2002

**NOTE:THISPHA PLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

PHA Plan Agency Identification

PHAName: **Wellston Housing Authority**

PHANumber: **MO138**

PHAFiscalYearBeginning: **(1/1/2002)**

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

A.Mission

State the PHA's mission for serving the needs of low -income, very low income, and extremely low -income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is: (state mission here)

The Wellston Housing Authority's mission is to open doors to families for a better community. WHA will continue to provide decent, safe, and affordable housing to low and moderate income families. We will ensure equal housing opportunity, promote self-sufficiency, and we are committed to improving the quality of life and economic vitality of the residents of the Wellston Housing Authority. The Authority will pursue these goals by using existing programs to the maximum extent possible, by linking with other service providers, and by creating new opportunities on our own accord.

B.Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targetssuch as: numbers of families served or PHAs cores achieved.) PHAs should identify these measures in the space to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

☒ PHA Goal: Expand the supply of assisted housing
Objectives:
☒ Apply for additional rental vouchers:

- ☒ Reduce public housing vacancies: Reduce public housing vacancies from 20 % as of 12 -31-00 to 0 % as of 12 -31-02 by opening the waiting list and by increasing the “force account” crew and the number of “make ready” units available for occupancy. Because our waiting list of 452 persons (more than twice the size of the HA) indicates a tremendous need for affordable housing, WHA will make every effort to bring as many units online as our resources will allow.
- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☒ Acquire or build units or developments: Pending HUD approval, WHA will acquire five (5) units, rehab, then sell the units to current residents of the PHA. The units will be purchased in 2003, and all five (5) units will be occupied by 12 -31-04. The funds to purchase and rehab the units will come out of the operating reserves.
- ☐ Other (list below)
- ☒ PHA Goal: Improve the quality of assisted housing
- Objectives:
- ☒ Improve public housing management: (PHAS score)
- The WHA will implement procedures and take actions to improve the following PHAS Indicators:
- Occupancy Loss and Unit Turnaround Time (by preparing units for occupancy and leasing them in a timely manner),
 - Tenant Receivable Days Outstanding (by focusing on rent collection and implementing new Screening Procedures and Rent Collection Policy), and
 - Capital Fund (by using the funds quickly and effectively to prepare long standing vacant units for occupancy and to improve the physical condition of our housing stock).
- ☐ Improve voucher management: (SEMAP score)
- ☒ Increase customer satisfaction: WHA will increase customer satisfaction by rehabbing 10 kitchens and bathrooms of occupied units, provide landscaping at both Project 1 and Project 2, and complete painting in the oldest occupied units by December 31, 2002.
- ☐ Concentrate one effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☒ Renovate or modernize public housing units: WHA will rehab 10 kitchens and bathrooms of occupied units by December 31, 2002.
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:

- ☐ Provider replacement vouchers:
- ☐ Other:(list below)

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- ☐ Conduct outreach effort to potential voucher landlords
- ☐ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☒ Implement public housing or other homeownership programs: **WHA will acquire five (5) units, rehab, then sell the units to current residents of the PHA. The units will be purchased in 2003, and all five (5) units will be occupied by 12-31-04. The funds to purchase and rehab the units will come out of the operating reserves.**
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other:(list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

☒ PHA Goal: Provide an improved living environment

Objectives:

- ☒ Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments: **Already, WHA, through its local preference of employment, 85% of heads of households are employed. With our continued professional management, efficient and effective maintenance, improved curb appeal, and with some of the best property in Wellston, WHA will de-concentrate poverty.**
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities): **The WHA will designate 1535 Wellston Place, with its 42 zero (0) to one (1) bedroom (1 BR) units, as its elderly/handicap site.**
- ☐ Other:(list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☒ PHAGoal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☒ Increase the number and percentage of employed persons in assisted families: **WHA will continue to utilize the local preference of employment. The local preference has resulted in 85% employment of our heads of households. With the preference and our FSS program, we will strive to increase our percentage.**
- ☒ Provide or attract supportive services to improve assistance recipients' employability: **Through non-mandated activities consistent with resident self-sufficiency objectives, WHA will provide part-time employment to our tenants. Tenants will assist in unit prep by cleaning units for unit turnover. Tenants pass out fliers for tenant meetings, support services, etc.**
- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

☒ PHAGoal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability: **WHA complies with all applicable federal and state laws against discrimination in housing. Families are selected on the basis of income, eligibility, mandatory and local screening requirements, and applicable preferences. No one is prohibited from applying.**
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability: **WHA enforces the federally protected rights of all individuals.**
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: **WHA will designate 1535 Wellston Place, with its 42 zero (0) to one (1) bedroom (1BR) units, as its elderly/handicap site. WHA will continue to make other bedroom sizes handicap accessible on an as needed basis.**
- ☐ Other: (list below)

Other PHAGoals and Objectives: (list below)



IncreaseRentCollections.TheWHAwillcontinuetoplaceapr emiumon
rentcollectiontomaximizeourcurrentrevenues.

AnnualPHAPlan
PHAFiscalYear2002
[24CFRPart903.7]

i. AnnualPlanType:

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
☐ **Small Agency (<250 Public Housing Units)**
☐ **Administering Section 8 Only**

☒ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24CFRPart903.79(r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Annual Plan details the housing needs of the Wellston Housing Authority. The Annual Plan provides budgets of the financial resources, both operations and capital, available to address those housing needs. The Annual Plan includes the policies and procedures of the agency in regard to admissions and continued occupancy, operations and management, capital improvement needs, the audit function, crime and safety, resident services, asset management, civil rights certifications, and pets. The Annual Plan explains how the Wellston Housing Authority will continue to provide decent, safe, sanitary, and affordable housing to its tenants.

WHA will emphasize maximum occupancy, rent collection, and customer satisfaction. We will achieve 100% occupancy (or 201 occupied units) by 12-31-02. For FY 2002, we will address our 452 persons waiting list by making all four vacant units available by 12-31-02. In the 15 months from 9-30-00 to 12-31-02, we will have increased occupancy from 73% to 100%. We will extend our **force account** labor to make all vacant units ready for occupancy. In addition, we will increase customer satisfaction by rehabbing 10 kitchens and bathrooms of occupied units, provide landscaping at both Project 1 and Project 2, and complete painting in the oldest occupied units by December 31, 2002.

We will continue to maximize our rent collection, which will provide cash flow to address ongoing routine maintenance and other concerns.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for De -concentration (Attachment mo138e01)
- ☒ FY2002 Capital Fund Program Annual Statement (Attachment mo138 d01)
- ☒ Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) (Attachment mo138f01)
- ☒ Community Service Plan (Attachment mo138a01)
- ☒ Pet Policy (Attachment mo138c01)

Optional Attachments:

- ☐ PHA Management Organizational Chart
- ☒ FY2001 Capital Fund Program 5 Year Action Plan (Attachmentmo138d01)
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☒ Other (List below, providing each attachment name)
- ☒ Summary of Year Two Progress (Attachmentmo138b01)
- ☒ Conversion of Housing (Attachmentmo138g01)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing De-concentration and Income Mixing Documentation:	Annual Plan: Eligibility, Selection, and Admissions

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	1. PHA board certification of compliance with the - concentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/ 99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required de - concentration and income mixing analysis	Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
N/A	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
X	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	programs/plans	Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other residents services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
X	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24CFR Part 903.79(a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income ≤ 30% of AMI	16,073	5	5	5	3	5	4
Income > 30% but ≤ 50% of AMI	13,272	4	3	4	3	4	3
Income > 50% but < 80% of AMI	23,743	2	3	3	2	3	2

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Elderly	14,418	3	2	2	3	2	2
Families with Disabilities	Info unavail .	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity White/NonHisp	41,784	3	3	3	2	2	1
Race/Ethnicity Black/NonHisp	8,446	4	4	3	2	3	4
Race/Ethnicity Hispanic	417	4	4	3	2	2	3
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2000 - 2004
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy
("CHAS") dataset 2002 for St. Louis County
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

B. Housing Needsof FamiliesonthePublicHousingandSection8 Tenant-BasedAssistanceWaitingLists

State the housing needsof the families on the PHA's waiting list/s. **Complete one table for each type of PHA - wide waiting list administered by the PHA.** PHA may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needsof FamiliesontheWaitingList			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	452		16
Extremely low income <= 30% AMI	452	100.0%	
Very low income (> 30% but <= 50% AMI)			
Low income (> 50% but < 80% AMI)			
Families with children	440	97.4%	
Elderly families	11	2.4%	
Families with Disabilities	1	0.2%	
Race/ethnicity Black/Non-Hispanic	441	97.6%	
Race/ethnicity White/Non-Hispanic	11	2.4%	
Race/ethnicity	0	0.0%	
Race/ethnicity	0	0.0%	
Characteristics by Bedroom Size (Public Housing Only)			

Housing Needs of Families on the Waiting List			
0BR	32	7.1%	2
1BR	22	4.9%	2
2BR	166	36.7%	12
3BR	190	42.0%	13
4BR	30	6.6%	2
5BR	12	2.7%	1
5+BR	0	0.0%	0

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)? **N/A**

Does the PHA expect to reopen the list in the PHA Plan year? **N/A** ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off -line: **The use of "force account" maintenance has reduced the number of units off -line from 54 when work began August 2000 to one (1) as of 12 -31-01. The units had been off -line since 1995.**
- ☒ Reduce turnover time for vacated public housing units: **Units had not been turned-over in five (5) years. Now turn -over time is between 7 and 10 days.**
- ☒ Reduce time to renovate public housing units: **With the use of "force account" maintenance, units will be renovated within the PHA's prescribed time.**
- ☐ Seek replacement of public housing units lost to the inventory through mixed financed development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☐ Maintain or increase section 8 lease -up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regard less of unit size required: **WHA transfers “over - housed” tenants, thereby, increasing the number of variant unit sizes for tenants on the waiting list.**
- ☐ Maintain or increase section 8 lease - up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease - up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the eConsolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance. **WHA is planning to purchase, renovate, and sell five (5) units to current tenants making their units available for those on the waiting list. Five (5) units represent 2.5% of WHA’s housing stock.**
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30% of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant - based section 8 assistance
- ☐ Employ admissions preferences aimed at families with the economic hardships
- ☒ Adopt rent policies to support and encourage work: **WHA has adopted a local preference for working tenants, which has resulted in 85% working household heads.**
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

☒ Employment admissions preferences aimed at families who are working: **WHA has adopted a local preference for working tenants, which has resulted in 85% working household heads.**

☐ Adopt rent policies to support and encourage work

☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☒ Seek designation of public housing for the elderly: **WHA is attempting to have Wellston Place designated by HUD for elderly/handicap housing by 4-1-2002.**
- ☐ Apply for special-purpose voucher targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☒ Seek designation of public housing for families with disabilities: **WHA is attempting to have Wellston Place designated for elderly/handicap housing by 7-1-02.**
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing: **WHA modifies units for handicap accessibility on an as needed basis.**
- ☐ Apply for special-purpose voucher targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs: WHA advertises in the local newspaper and sends notices to the unemployment office and other social agencies as a non-discriminatory agency welcoming all regardless of race or ethnicity.
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☐ Market the section 8 program to owners outside of areas of poverty/minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☐ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☐ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing support services, Section 8 tenant-based assistance, Section 8 support services or other.

FinancialResources: PlannedSourcesandUses		
Sources	Planned\$	PlannedUses
1. FederalGrants(FY2002grants)		
a) PublicHousingOperatingFund	\$447,090	
b) PublicHousingCapitalFund	\$404,803	
c) HOPEVIR revitalization	0	
d) HOPEVIDemolition	0	
e) AnnualContributionsforSection 8Tenant -BasedAssistance	0	
f) PublicHousingDrugElimination Program(includinganyTechnical Assistance funds)	0	
g) ResidentOpportunityandSelf - SufficiencyGrants	0	
h) CommunityDevelopmentBlock Grant	0	
i) HOME	0	
OtherFederalGrants(listbelow)		
2.PriorYearFederalGrants (unobligatedfundsonly)(list below)		
3.PublicHousingDwellingRental Income	\$386,980	PHOperations
4.Otherincome (listbelow)		
InterestIncome –Investments	1,000	PHOperations
Emp.Rent/Maint.Chrgs./Laundry	9,140	PHOperations
4.Non -federalsources (listbelow)		
Totalresources	\$1,249,013	

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart 903.79(c)]

A.PublicHousing

Exemptions: PHA that do not administer public housing are not required to complete subcomponent 3A.

(1)Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: (30 days)
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☐ Housekeeping
- ☒ Other (describe) Credit Report

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)

(2)WaitingListOrganization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list (Wellston Community)
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
☐ PHA development site management office
☐ Other (list below)

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)?
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously?
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
 - ☐ PHA main administrative office
 - ☐ All PHA development management offices
 - ☐ Management offices at developments with site-based waiting lists
 - ☐ At the development to which they would like to apply
 - ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
☒ Two
☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- ☒ Emergencies
☒ Overhoused
☐ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☐ Victims of domestic violence
☐ Substandard housing
☐ Homelessness
☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☐ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Household that contribute to meeting income goals (broad range of incomes)

- ☐ Household that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

3. Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contribute to meeting income goals (broad range of incomes)
- ☐ Household that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ ThePHA -residentlease
- ☒ ThePHA'sAdmissionsand(Continued)Occupancypolicy
- ☒ PHAbriefingseminarsorwrittenmaterials
- ☐ Othersource(list)

b. How often must residents notify the PHA of changes in family composition?
(select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☒ Anytime family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

- a. ☐ Yes ☒ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question. **The WHA only has one development that has 100 or more units (MO138 -01).**
- b. ☐ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5a §903.2(c)(1)(v)]

B. Section 8 (N/A)

Exemptions: PHAs that do not administer section 8 are not required to complete sub -component 3B. Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until complete ly merged into the voucher program, certificates).

NOT APPLICABLE. THE WHA HAS NO SECTION 8 PROGRAM

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☐ Criminal or drug -related activity only to the extent required by law or regulation
- ☐ Criminal and drug -related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug -related activity (list factors below)
- ☐ Other (list below)

- b. ☐ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☐ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug -related activity
- ☐ Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)
- ☐ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project -based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)
- ☐ PHA main administrative office
- ☐ Other (list below)

(3) Search Time

- a. ☐ Yes ☐ No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below:

(4) Admissions Preferences

- a. Income targeting

☐ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admission to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☐ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contribute to meeting income goals (broad range of incomes)
- ☐ Household that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preference to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

- ☐ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special program to the public? -purpose section 8

- ☐ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHA that do not administer public housing and are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent setting policies for income based rent in public housing. Income based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
☒ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below :

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☐ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent -setting policy)
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent -setting policy)
If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☒ Yes for all developments

☐ Yes but only for some developments

☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☒ For all developments

☐ For all general occupancy developments (not elderly or disabled or elderly only)

☐ For specified general occupancy developments

- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☒ Market comparability study
- ☒ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Anytime the family experiences an income increase
- ☐ Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- ☐ Other (list below)

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

B. Section 8 Tenant -Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant -based assistance are not required to complete sub -component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

NOT APPLICABLE. THE WHA HAS NO SECTION 8 PROGRAM

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☐ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☐ Success rates of assisted families
- ☐ Rent burden of assisted families
- ☐ Other (list below)

(2)MinimumRent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
☒ \$26-\$50

b. ☐ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

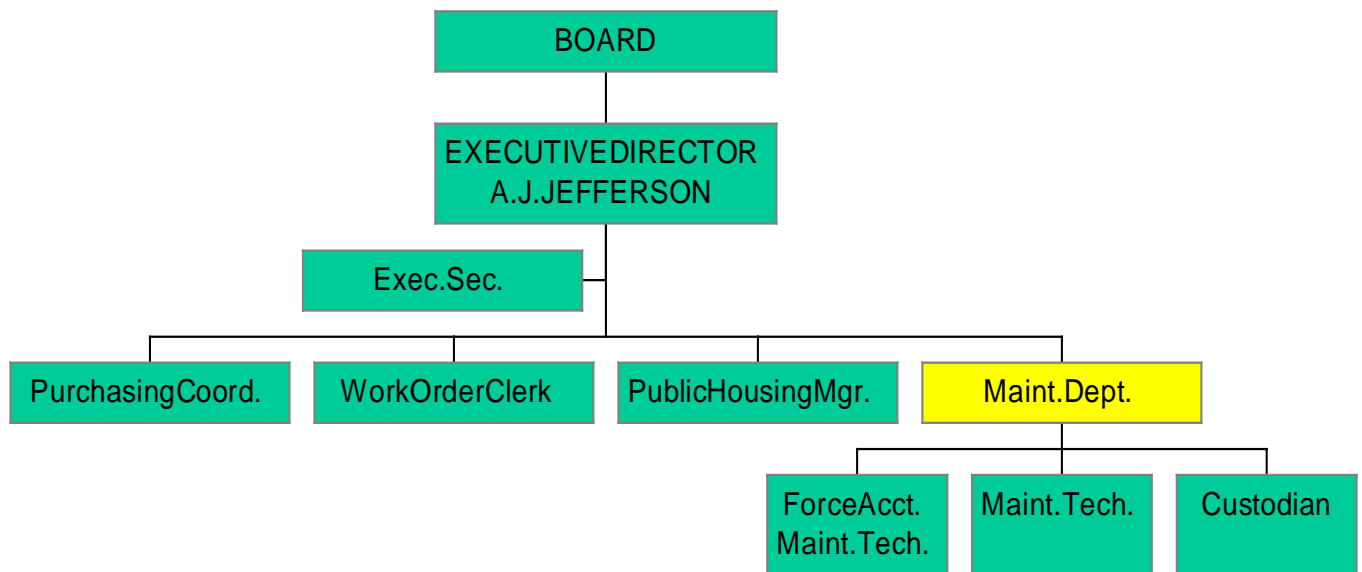
A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached.
- ☒ A brief description of the management structure and organization of the PHA follows:

WHATable of Organization



B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	196 (Families)	10
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	201 (Units)	
Other Federal Programs (list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Admissions and Continued Occupancy Policy (ACOP), Lease, Grievance Procedures, and Maintenance Plan

(2) Section 8 Management: (list below) **NONE**

6. PHA Grievance Procedures

Exemptions from component 6: High performing PHAs are not required to complete component 6.
Section 8 - Only PHAs are exempt from sub -component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant -Based Assistance Not Applicable

1. ☐ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☐ PHA main administrative office
☐ Other (list below)

7.CapitalImprovementNeeds

[24CFRPart903.79(g)]

ExemptionsfromComponent7:Section8onlyPHAsarenotrequiredtocomplete
may skip to Component 8.

tethiscomponentand

A.CapitalFundActivities

Exemptionsfromsub -component7A:PHAsthatwillnotparticipateintheCapitalFundProgrammay
skip to component 7B. AllotherPHAsmustcomplete7Aasinstructed.

(1)CapitalFundProgramAnnualStatement

UsingpartsI,II,andIIIoftheAnnualStatementfortheCapitalFundProgram(CFP),identifycapital
activities the PHA is proposing for the upcoming year to ensure long -term physical and social viability
of its public housing developments. This statement can be completed by using the CFP Annual
Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's
option, by completing and attaching a properly updated HUD -52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to
the PHA Plan at Attachment (state name) **mo138d01**

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected,
copy the CFP Annual Statement from the Table Library and insert there)

(2)Optional5 -YearActionPlan

Agencies are encouraged to include a 5 -Year Action Plan covering capital work items. This statement
can be completed by using the 5 Year Action Plan table provided in the table library at the end of the
PHA Plan template **OR** by completing and attaching a properly updated HUD -52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5 -Year Action Plan for the
Capital Fund? (if no, skip to sub -component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5 -Year Action Plan is provided as an attachment to
the PHA Plan at Attachment (state name) **mo138d01**

-or-

☐ The Capital Fund Program 5 -Year Action Plan is provided below: (if selected,
copy the CFP Optional 5 Year Action Plan from the Table Library and insert
here)

B.HOPEVI and Public Housing Development and Replacement Activities (Non -Capital Fund)

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPEVI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
☐ Revitalization Plan submitted, pending approval
☐ Revitalization Plan approved
☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPEVI Revitalization grant in the Plan year?
If yes, list development name/s below:

- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?
If yes, list developments or activities below:

- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected:	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:	

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24CFR Part 903.79(i)]

Exemptions from Component 9: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	1535 Wellston Place
1b. Development (project) number:	M0138, Project 1
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input checked="" type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input checked="" type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(07/01/02)
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously -approved Designation Plan?	
6. Number of units affected:	42
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessment of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)
2. Activity Description
☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number: MO13801 and MO13802
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input checked="" type="checkbox"/> Other (explain below) Assessment Planned for FY2002
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.) Unknown at this time
4. Status of Conversion Plan (select the statement that best describes the current status) Not applicable at present <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- ☐ Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- ☐ Requirements no longer applicable:
- ☐ Requirements no longer applicable:
- ☐ Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description **NOT APPLICABLE**

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	No Name or PH Designation at Present
1b. Development (project) number:	No Project Number (these units are to be acquired)
2. Federal Program authority:	<input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the U.S.H.A. of 1937 (effective 10/1/99)
3. Application status: (select one)	<input type="checkbox"/> Approved ; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	31/12/2002
5. Number of units affected:	5
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance **Not Applicable**

1. ☐ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26- 50 participants

- ☐ 51 to 100 participants
☐ more than 100 participants

b. PHA - established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self -sufficiency Programs

[24 CFR Part 903.79(l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub -component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes ☒ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)? **WHA is in the process solidifying an agreement by 4 -1-02**

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- ☐ Client referrals
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
☐ Coordinate the provision of specific social and self -sufficiency services and program to eligible families
☐ Jointly administer programs
☐ Partner to administer a HUD Welfare -to-Work voucher program
☐ Joint administration of other demonstration program
☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self -Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing home ownership option participation
- ☐ Preference/eligibility for section 8 home ownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any program to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/ PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
Resident Training Program	5	Response to job applications sent to all residents	PHA main office	Public Housing

(2) Family Self Sufficiency program/s (NOT APPLICABLE)

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plan to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

SEE ATTACHMENT MO138a01

Due to recent HUD directives to its offices prohibiting the expenditure of funds to enforce the provisions of the requirement, the WHA will not implement its Community Service Plan until it receives instructions from HUD to do so.

13.PHASafetyandCrimePreventionMeasures

[24CFRPart903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents using residents (select all that apply)

- ☒ High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower -level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug -related crime
- ☐ Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anti crime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

Wellston and Isabelle

B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug -prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at -risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

Wellston and Isabelle

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

Wellston and Isabelle

D. Additional information as required by PHDEP/PHDEP Plan **Not Applicable**

PHA eligible for FY 2002 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan? **There will be no PHDEP Funding in FY 2002**
- ☐ Yes ☒ No: This PHDEP Plan is an Attachment. (Attachment Filename:) **Not Applicable**

14.RESERVEDFORPETPOLICY

[24CFRPart903.79(n)]

See Attachment C –(file name memo138c01)

15.CivilRightsCertifications

[24CFRPart903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16.FiscalAudit

[24CFRPart903.79(p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☒ Yes ☐ No: Were there any findings as the result of that audit?
4. ☒ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? Three(3)
5. ☐ Yes ☒ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

Please note that there were (three)3 findings. The findings of 1) Failure to correctly record beginning balances, 2) Auditors unable to confirm validity of allowance for doubtful accounts, and 3) Fixed asset impairment are all legitimate audit issues. These findings remain open as a result of the auditor's failure to electronically wire the audit report to HUD's REAC. Efforts are underway to resolve the problem with the electronic submission not later than 4/15/02.

17.PHAAssetManagement

[24CFRPart903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- ☒ Not applicable
- ☐ Private management
- ☐ Development-based accounting
- ☐ Comprehensive stock assessment
- ☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☐ Attached as Attachment (Filename)
- ☒ Provided below:

Eleven (11) persons attended the public hearing, of which, ten (10) were residents of the Authority including the executive director. The other participant was the PHM, a non-resident. Seven (7) of the ten (10) residents turned in comment forms. Three (3) RAB members provided the following comments:

<u>Resident</u>	<u>Comments</u>
Sharlece A. Brown	She fully agrees with the 2002 Annual Plan. It is important that the plan address criminal activity because such activity is increasing in public housing. Wellston needs unity, purpose, true direction and obstacles can be overcome.

Ronald Scott

He fully agrees with the 2002 Annual Plan. He has a "Wait and See" position the WHA's statement of Eligibility, Selection, and Admissions Policies.

Marvin Baldwin Sr.

He fully agrees with the 2002 Annual Plan. He expressed concerns about people who loiter on WHA property while engaging in drugs and other criminal activities.

3. In what manner did the PHA address those comments? (select all that apply)

- ☒ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- ☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☐ No: Was there a resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.) **Not Applicable – ATARCC Contractor serves as the Board of Commissioners**

3. Description of Resident Election Process **(Not Applicable)**

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance

- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ A adult recipient of PHA assistance (public housing and section 8 tenant based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: **St. Louis County, MO**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the need expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Both the Consolidated Plan and the PHA Plan address the affordable housing needs of low and moderate income families, including the problems of the elderly and handicapped. As the WHA reaches its goals of 100% occupancy, improved maintenance, and the renovation of kitchens and bathrooms, it creates more affordable and quality housing for low and moderate income residents.

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Consolidated Plan makes no specific commitment to the WHA.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

1. Deviations From and Modifications To the Agency Plan

The Agency Plan is a living document, which shall serve to guide WHA operations and resource management. In the event that circumstances or priorities necessitate actions which would represent a substantial departure from the goals, objectives, timetable or policies as set forth in the plan, the WHA will invite resident review and input prior to taking actions that would implement such substantial changes.

Development of subsequent Annual Plans shall be the vehicle through which updates and minor or routine modifications to the Agency Plan are made. On an annual basis the WHA will review its progress toward the achievement of its goals and objectives as set forth in the Agency Plan. It will also evaluate whether the remaining goals and objectives, and the existing policies and procedures, adequately address the needs of its constituents, stakeholders and the agency. To the extent that those needs are not met by the elements of the existing Agency Plan, the subsequent Annual Plans shall be written to reflect changes to goals, objectives, policies and procedures to address those needs.

In the event that the elements of the subsequent annual plan represent a significant departure from those of the existing Agency Plan, a Significant Amendment or Modification to the Agency Plan will be undertaken. Under these circumstances, a full and participatory planning process will be used to obtain resident and stakeholder input. A draft of the substantially modified Agency Plan will be subject to the public review, comment, and hearing process.

The WHA will honor the current HUD definition of Substantial Deviation and Significant Amendment.

- changes to rent or admissions policies or organization of the waiting list;
- additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
- additions of new activities not included in the current PHDEP Plan;
- and any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by the WHA.

2. Members of the Resident Advisory Committee

- a. Marvin Balwin Sr.
- b. Shonnette Colbert
- c. Geneva Walker
- d. Sharlece A. Brown

- e. HenryByrd
- f. RonaldScott
- g. YvonneHawkins
- h. RichardPhillipsJr.

3.PublicComments

EulaM.Bell

Shefullyagreeswiththe2002Annual Plan.

LillieM.Freeman

Shefu llyagreeswiththe2002Annual Plan.Shehasa“WaitandSee” positionontheWHA’sstatementof Eligibility,Selection,andAdmissions Policies.

JohnSimms

Hefullyagreeswiththe2002Annual Plan.

EulaM.Bell

Sheful lyagreeswiththe2002Annual Plan.

1. **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

Summary of Community Service Plan (Attachment mo138ao1)

Summary of Year Two Progress (Attachment mo138b01)

Summary Description of the Pet Policy (Attachment mo138c01)

Capital Fund Annual Statement for 2002 and Five - Year Action Plan (Attachment mo138d01)

Deconcentration Policy (Attachment mo138e01)

Board Approved Operating Budget (Attachment mo138f01)

Conversion of Housing (Attachment mo138g01)

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition/disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

Description of Pet Policy

The pet policy is in the process of revision, however it is anticipated that the following provisions will be included in the new policy:

The pet policy will authorize residents, regardless of housing development, to keep pets. It will set forth rules and guidelines regarding the type of pets that may be kept, registration of pets, their care, their behavior and remedies for violation of the pet policy and its rules.

- Except for birds, fish, hamsters and other miniature pets, only one pet may be kept in any one dwelling unit.
- Pets shall be limited to companion animals which are defined as domestic household pets such as dogs, cats, small caged birds, gerbils, small turtles, hamsters, rabbits and fish. There are size limits on pets and rules for caging and/or physical restraint on pets, as well as birth control and vaccination.
- Reptiles, exotic animals and birds of prey are not considered household pets and may not be kept as a pet at any time.
- No aggressive or vicious animal may be kept as a pet at any time.
- Mature cats may not exceed 18 pounds. Mature dogs may not exceed 25 pounds.
- Residents must complete a pet application and registration prior to the initial possession of a pet. Annual registration of the pet is required.
- The pet deposit is \$250 for a dog or cat.
- Dogs and cats must be licensed by the municipality.
- Dogs and cats over six months of age must be spayed or neutered.
- Pets must be confined on a leash. Owners are responsible for immediately cleaning up pet waste.
- All pet care and treatment must be in conformance with local ordinances.
- Pets shall not interfere with other residents' quiet enjoyment of the premises. Pets are not allowed to become nuisances.
- Certified guide, signal, or service dogs may be kept by persons with visual, hearing or physical disabilities. Owners and tenants are responsible for visiting pets.
- Pet owners must indemnify the WHA and hold it harmless against loss or liability.
- The pet policy is a provision of the dwelling lease. Violation of the pet policy is a violation of the lease.
- Enforcement of the pet policy shall be carried out in the manner of enforcement of the lease.

STATEMENTOFYEARONEPROGRESS

The WHA was successful in making progress toward the implementation of key initiatives related to the improvement of the existing public housing stock and the quality of life for its residents. The Fiscal Year ending 12/31/01 was one of significant change in the operational, financial, and management conditions of the agency. On one hand, the WHA was declared by REAC and TARCA as “Troubled” with respect to Management Operations. On the other hand, the WHA was able to accelerate its capital improvement program, occupy long standing vacant units, and improve the income characteristics of the agency.

Among the significant accomplishments of Year Two:

- **Public Housing Security** – Cooperative efforts between the Wellston Police Department and the WHA continued during the year. Programs geared toward increased police presence through contracts were continued during the year.
- **Self-Sufficiency** – The WHA provided employment opportunities to residents through its advertising and outreach efforts.
- **Housing Utilization** – There -occupancy of vacant units began with the renovation of units that had been offline for several years.

The WHA is committed to accelerating the pace of its activity to fulfill its mission and accomplish its Plan objectives in Year Three.

SUMMARY OF WHA PLAN FOR IMPLEMENTING THE REQUIRED COMMUNITY SERVICE REQUIREMENT

Background.

The Wellston Housing Authority (WHA) will emphasize resident responsibility for the economic condition of resident families. Therefore, the WHA will implement required participation in Community Service (CS) and/or Economic Self Sufficiency (ESS) for non-exempt family members age 18 and older who meet the threshold requirements.

Family compliance with any required CS/ESS activity is a condition of *continued occupancy*. Failure to comply is grounds for non-renewal of the family's lease. Adult members **exempt** from the requirement for CS/ESS include family members:

- ✓ Age 62 and older;
- ✓ Blind or disabled **and who certify an inability to comply directly related to the disability**;
- ✓ Who function as the **primary caretaker** for a blind or disabled family member;
- ✓ Determined to be exempt from having to engage in a work activity under the State program funded pursuant to Part A of Title IV of the Social Security Act or under any other welfare program of the State of Missouri, including a State-administered welfare-to-work program, and who have not been found by the State or other administering entity to be in noncompliance with such a program.

Meaning of *Community Service*

Community service means the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance residents' self-sufficiency, or increase residents' self-responsibility in the community. It **is not employment**, and may not include *political activity*.

Families will be provided both written and oral notice of the requirements; family members who must comply; CS "placement" opportunities; range of eligible ESS activities; penalties for noncompliance; procedures to follow to request a change from *non-exempt* to *exempt* status; and family right to request a hearing, where applicable.

Determining Family Duty to Comply

The property manager will have primary responsibility for identification of the residents that meet the threshold requirements. CS/ESS placement and tracking family compliance will be contracted out to a local human services organization.

At the time of annual re-examination, each adult household member will be evaluated and those that meet the threshold will be slated to perform community service, or to participate in an eligible ESS activity. These persons will be monitored monthly to determine if they are complying with any community service obligation of the family.

WHA2001ANNUALPLAN –ATTACHMENTA

OpportunitiesandSupervision.

Theaffectedadultresidentswillbeprovidedalistofopportunitiestoperformcommunityservice bothwithinthepublichousingcommunity,aswellasinthelargerWellstoncommunity. PerformanceofcommunityserviceactivitiesfortheWHAwillnotsubstitute forthework normallyperformedbyWHAemployees,norreplaceajobatanylowlocationwhererésidents performworkactivitiestosatisfytheCSrequirement.Communityserviceactivity"performed forthebenefitofthepublichousingcommunity"mayinclude,butisnotnecessarilylimitedto, tasksperformedonandaroundthepremisesofapublichousingdevelopment.Totheextent feasible,aresidentwillbeprovidedtheopportunitytoprovidesuchservicetothecommunity/ developmentwheretheyactuallyreside.Suchtaskswillprimarilyinvolvegroundsmaintenance, beautification,andgeneralimprovementtotheappearanceoftheproperties.Otherreasonable low-risktasksmaybeassignedbytheworksupervisoronanas-neededbasis,andmayinclude volunteerismwithyouthactivitiesoreffortstosupportthecreationorsustainabilityofa resident council.On-site supervisionofthecommunityserviceactivitymaybeprovidedbyanyoneof thefollowingpersons:housingmanager;maintenance supervisor;maintenanceforeman;WHA CommunityServicesContractor.

Allrésidentsperformingcommunityservicewillbenotifiedoftheirworkscheduleandassigned tasks.Eachrésidentwillcompleteatimesheetfordays/hoursofcommunityservicethey actuallyperform.Themanagerwillreviewthetimesheetsagainstthescheduletodetermine résidentcompliancewithcommunityservicerequirements.Theassigned"supervisor"mustsign thetimesheetcertifyingthattheinformationprovidedistrueandcorrect, andnotingthatthey andtherésidentunderstandfalsestatementscanresultinoneormorepenalties,pursuanttothe agency'sadoptedplanandprocedures.Residentsmayrequestare-evaluationoftheirCommunity Serviceobligationanytimetheircircumstanceschangeinthe followingmanner:

- Theybecomeemployed
- Theyenrollinanapprovedtrainingprogram
- Theybecomeincapacitatedorqualifyforstatusasdisabled
- Theyreachtheageof62

AllrésidentswillbeinformedinwritingoftheWHA'spolicyandplanforimplementingthe CommunityServiceRequirement.

NoticeofFamilyFailuretoComply.

Writtenquarterlynoticesofcomplianceornon-compliancewillbeprovidedtoeachheadof householdrelativetothosefamilymembersrequiredtoperformCommunityServiceor participateinaneligibleESSactivity.Chronicnon-compliancewillresultinmandatory meetingswiththemanagerandadditionalcounseling.Eachfamilywillreceivewrittennoticeof compliance(orlackthereof)90-120prioritotheirleaseexpirationdate.Foranyinstancesof non-compliancebyafamilymember,thefamilywillbeofferedtheopportunitytoenterintoa planforsuccessfulcompletionofanyhoursofoutstandingservicesdue.Thisplanwillafford thefamilytocomeintocomplianceonorbeforetheleaseexpiration.Continuedfailuretosatisfy the"annualrequirement"forCS/ESSwillresultinnon-renewalofthefamily'slease.

CAPITALFUNDPROGRAMTABLESSTARTHERE

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)PartI:Summary					
PHANAME:WELLSTONHOUSINGAUTHORITY		GrantTypeandNumber CapitalFundProgramGrantNo:MO36P13850101 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2001
<input checked="" type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:) <input type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding: <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406Operations	18,000			
3	1408ManagementImprovements				
4	1410Administration	26,000			
5	1411Audit				
6	1415LiquidatedDamages				
7	1430FeesandCosts	35,000			
8	1440SiteAcquisition	155,803			
9	1450SiteImprovement	50,000			
10	1460DwellingStructures	120,000			
11	1465.1DwellingEquipment —Nonexpendable				
12	1470NondwellingStructures				
13	1475NondwellingEquipment				
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts				
18	1499DevelopmentActivities				
19	1501CollateralizationorDebtService				
20	1502Contingency				

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)PartI:Summary					
PHAName:WELLSTONHOUSINGAUTHORITY		GrantTypeandNumber CapitalFundProgramGrantNo:MO36P13850101 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2001
<input checked="" type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:)					
<input type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding: <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
21	AmountofAnnualGrant:(sumoflines2 –20)	404,803			
22	Amountoffline21RelatedtoLBPActivities				
23	Amountoffline21RelatedtoSection504compliance				
24	Amountoffline21RelatedtoSecurity –SoftCosts				
25	AmountofLine21RelatedtoSecurity – HardCosts				
26	Amountof line21RelatedtoEnergyConservationMeasures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: WELLSTON HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No : MO36P13850101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations (Salaries & Wages)	1406		18,000				
HA-Wide	Administration (Salaries & Wages)	1410		26,000				
HA-Wide	Fees and Costs (A&E)	1430		35,000				
HA-Wide	Site Acquisition (DPOff./Multi - Purp. Bldg.)	1440		155,803				
HA-Wide	Site Improvements (Landscaping)	1450		50,000				
HA-Wide	Dwelling Structures	1460						
	Rehab 10 kitchens @ \$ 7,000 each for total of \$70,000		10 Units	70,000				
	Rehab 10 bathrooms @ \$ 5,000 each for total of \$50,000		10 Units	50,000				
TOTAL				404,803				

AnnualStatement/PerformanceandEvaluationReport CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF) PartIII:ImplementationSchedule							
PHAName: WELLSTONHOUSINGAUTHORITY		GrantTypeandNumber CapitalFundProgramNo: MO36P13850101 ReplacementHousingFactorNo:				FederalFYof Grant: 2001	
DevelopmentNumber Name/HA-WideActivities	AllFundObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide(1406 – Operations)	12/30/03			12/30/04			
HA-Wide(1410 – AdministrationSalaries)	12/30/03			12/30/04			
HA-Wide(1430 –Fees andCosts)	12/30/03			12/30/04			
HA-Wide (1440 – Site Acquisition)	12/30/03			12/30/04			
HA-Wide (1450 – Site Improvements)	12/30/03			12/30/04			
HA-Wide (1460 – Dwelling Structures)	12/30/03			12/30/04			

CapitalFundProgramFive -YearActionPlan

PartI:Summary

PHAName WELLSTONHOUSING AUTHORITY		<input type="checkbox"/> Original5 -YearPlan <input checked="" type="checkbox"/> RevisionNo:1			
Development Number/Name/HA-Wide	Year 1	WorkStatementforYear2 FFYGrant:2002 PHAFY:ENDING12/31/03	WorkStatementforYear3 FFYGrant:2003 PHAFY:ENDING12/31/04	WorkStatementforYear4 FFYGrant:2004 PHAFY:ENDING12/31/05	WorkStatementforYear5 FFYGrant:2005 PHAFY:ENDING12/31/06
	Annua l State ment				
HA-Wide(1406 – Operations)		18,000	18,000	18,000	18,000
HA-Wide(1410 – AdministrationSalaries		26,000	26,000	26,000	26,000
HA-Wide(1430 –Fees andCosts		35,000	35,000	35,000	35,000
HA-Wide (1440 – Site Acquisition)		155,803	155,803	155,803	155,803
HA-Wide (1450 – Site Improvements)		50,000	50,000	50,000	50,000
HA-Wide (1460 – Dwelling Structures)		120,000	120,000	120,000	120,000
CFPFundsListedfor5 - yearplanning		404,803	404,803	404,803	404,803
ReplacementHousing FactorFunds		0	0	0	0

CapitalFundProgramFive -YearActionPlan
PartII:SupportingPages —WorkActivities

Activitiesfor Year1	ActivitiesforYear:___ 2___ FFYGrant:2002 PHAFY:Ending12/31/03			ActivitiesforYear:___3___ FFYGrant:2003 PHAFY:Ending12/31/04		
	Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number	MajorWork Categories	EstimatedCost
See	HA-Wide	Operations(Salaries& Wages)	18,000	HA-Wide	Operations(Salaries &Wages)	18,000
Annual	HA-Wide	Administration (Salaries&Wages)	26,000	HA-Wide	Administration (Salaries&Wages)	26,000
Statement	HA-Wide	FeesandCosts(A&E)	35,000	HA-Wide	FeesandCosts(A& E)	35,000
	HA-Wide	SiteAcquisition(DP Off./Multi-Purp.Bldg.)	155,803	HA-Wide	SiteAcquisition(DP Off./Multi-Purp. Bldg.)	155,803
	HA-Wide	Site Improvements (Landscaping)	50,000	HA-Wide	Site Improvements (Landscaping)	50,000
	HA-Wide	Dwelling Structures	120,000	HA-Wide	Dwelling Structures	120,000
		Rehab 10 kitchens @ \$ 7,000 each for total of \$70,000			Rehab 10 kitchens @ \$ 7,000 each for total of \$70,000	
		Rehab 10 bathrooms @ \$ 5,000 each for total of \$50,000			Rehab 10 bathrooms @ \$ 5,000 each for total of \$50,000	
TotalCFPEstimatedCost			404,803			404,803

CapitalFundProgramFive -YearActionPlan
PartII:SupportingPages —WorkActivities

ActivitiesforYear: __4__ FFYGrant:2004 PHAFY:FYEnding13/31/05			ActivitiesforYear: __5__ FFYGrant:2005 PHAFY:FYEnding12/31/06		
Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number	MajorWorkCategories	EstimatedCost
HA-Wide	Operations(Salaries& Wages)	18,000	HA-Wide	Operations(Salaries& Wages)	18,000
HA-Wide	Administration(Salaries &Wages)	26,000	HA-Wide	Administration(Salaries& Wages)	26,000
HA-Wide	FeesandCosts(A&E)	35,000	HA-Wide	FeesandCosts(A&E)	35,000
HA-Wide	SiteAcquisition(DP Off./Multi-Purp.Bldg.)	155,803	HA-Wide	SiteAcquisition(DP Off./Multi-Purp.Bldg.)	155,803
HA-Wide	Site Improvements (Landscaping)	50,000	HA-Wide	Site Improvements (Landscaping)	50,000
HA-Wide	Dwelling Structures	120,000	HA-Wide	Dwelling Structures	120,000
	Rehab 10 kitchens @ \$ 7,000 each for total of \$70,000			Rehab 10 kitchens @ \$ 7,000 each for total of \$70,000	
	Rehab 10 bathrooms @ \$ 5,000 each for total of \$50,000			Rehab 10 bathrooms @ \$ 5,000 each for total of \$50,000	
TotalCFPEstimatedCost		404,803			404,803

WELLSTONHOUSINGAUTHORITYBOARDOF COMMISSIONERS

Resolution#2002 - _____

AmendmenttotheAdmissionsandContinuedOccupancyPolicy

WHEREAS the Wellston Housing Authority is committed to providing housing to families with a broad range of incomes, and

WHEREAS it is the desire of the WHA to achieve in each general occupancy housing development occupancy that reflects the income characteristics of the overall public housing population residing in general occupancy developments, and

WHEREAS Section 513 of the Quality Housing And Work Responsibility Act allows the WHA to establish and use criteria to achieve this income –mixing goal, and

WHEREAS an WHA policy regarding Deconcentration in Public Housing is a requirement of the Agency's Annual Plan,

BE IT THEREFORE RESOLVED that the Admissions and Continued Occupancy Policy (ACOP) is hereby amended to include the following statement of Policy:

Admissions Policy for Deconcentration

The WHA shall deconcentrate poverty and achieve income –mixing within its public housing developments by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

This policy is to be implemented by taking, on a periodic basis, but in no case not less than annually, the following actions:

- Determine and compare the relative tenant incomes of each development with 100 or more general occupancy units to the average income of the public housing participants in all general occupancy developments with 100 or more units;
- Designate the developments with average incomes of less than 85% or more than 115% of the PHA –wide average as subject to deconcentration actions and incentives;
- Identify the admissions policy measures or incentives, if any, are needed to align the designated development income mix with the income mix of all public housing participants;
- Ensure that such measures and incentives affirmatively further fair housing;
- Make any appropriate changes to the admissions policies;
- Implement measures and incentives to achieve stated deconcentration goals; and
- Monitor results and suspend measures and incentives on a site –by-site basis when goals are met.

This Deconcentration Policy is authorized under Section 513 of the Quality Housing and Work Responsibility Act of 1998 which amended Section 16 of the 1937 Housing Act to allow a public housing agency to establish and utilize income -mixing criteria for the selection of residents for dwelling units in public housing projects to meet Deconcentration objectives.

The deconcentration activities and related policies shall be established based on a deconcentration and income mixing analysis and shall be implemented in a manner that does not impose or require any specific income or racial quotas for any project or projects. Further, the deconcentration objectives shall be consistent with QHWA targeting objectives such that the public housing units made available for occupancy in any fiscal year to eligible families, not less than 40% shall be occupied by families whose incomes at the time of commencement of occupancy do not exceed 30% of the area median income.

This Admissions Policy for Deconcentration and subsequent deconcentration activities shall achieve their objectives through incentives and provisions for family choice. The principle of family choice allows the family to have the sole discretion to determine whether to accept the incentive without adverse action on the part of the WHA. Notwithstanding, QHWA permits the WHA to skip a family on the waiting list to reach another family to implement its Deconcentration policy without that act being considered an adverse action.

In attaining its Deconcentration objectives, WHA will give preference to the following measures and incentives:

1. Measures to increase employment and higher wages of families in lower income developments including Section 30 opportunities, apprentice and self -sufficiency enrollment;
2. Needs assessment, self -sufficiency and job counseling for new admissions;
3. Incentives for families that accept transfers that will further the goals of Deconcentration; and
4. Income-skipping on the waiting list only if the mandatory minimum income targeting goals can be met and income-skipping is essential to the attainment of Deconcentration goals.

Number of Ayes ____

Number of Nays ____

Adopted this ____ Day of _____, 2002.

Signature of Chairperson _____

Signature of Secretary _____

VOLUNTARY CONVERSIONS

- a. How many of the PHA's developments are subject to the Required Initial Assessments?

Both of the WHA's housing developments are subject to this requirement.

- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

None of the WHA housing developments are exempt from this requirement.

- c. How many Assessments were conducted for the PHA's covered developments?

No assessments were conducted for the covered developments.

- d. Identify PHA Developments that may be appropriate for conversion based on the Required Initial Assessments

Development Name	Number of Units
None	

- a. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.

The assessments are planned and will be completed not later than 9/30/2002.